

The Leesburg Planning Commission met on Thursday May 1, 2003 in the Council Chambers at 25 West Market Street, Leesburg, Virginia. Staff members present for the meeting were Lee Phillips, Anne Marie Eaton, Delane Parks and John Johnston.

CALL TO ORDER

The meeting was called to order at 7:00 p.m.

PLEGE OF ALLEGIANCE ROLL CALL

Present: Chairman Vaughan
Vice-Chairman Clem
Commissioner Kennedy
Commissioner Bangert
Commissioner

Dub'e
Commissioner Hoovler
Commissioner Werner

Absent: Mayor Umstattd

APPROVAL OF THE AGENDA

Vice-Chairman Clem move to approve the agenda. Commissioner Kennedy seconded.
Motion: Clem Seconded: Kennedy Carried 7-0

ADOPTION OF THE MINUTES

Commissioner Kennedy made a motion to approve the minutes of the April 3, 2003 meeting.

Motion: Kennedy Seconded Hoovler Carried 6-0-1 Chairman Vaughan abstained.

**South King Street Center Preliminary Development Plan, 1st Submission Briefing-
Delane Parks, Senior Planner**

Delane Parks came forward and stated that the sole purpose of this meeting is to determine the need for a public hearing and that staff recommends that no public hearing should be conducted. He stated staff wanted to leave the request up to the Planning Commission.

Chairman Vaughan asked the applicant to come forward to answer questions.

Mr. Bill Chamberlin of Valer Real Estate came forward to answer questions. He stated he thought this would only be a briefing and was not prepared to make a presentation.

Mr. Phillips stated the reason we were able to accept this application for review while the special exception is also being reviewed is because this is another option. He stated the reason the applicant submitted this application is in case Council denies the special exception for the day care center. He stated the reason why staff did not recommend a public hearing on this is because there are no adjoining property owners except on Davis Court which leads into the Izaak Walton Park. He stated the Town could always get in touch with the Parks and Recreation Division to get their viewpoint on whether or not if they think the curb, gutter and sidewalk should be along Davis Court. He stated the other parcel leads up to the bypass. He stated on the other side it is all vacant land. He stated this variation request does not have any direct impact on any citizens.

Commissioner Werner asked if the trail on South King Street was on the east or west side.

Mr. Parks stated it will be on the west side.

Commissioner Kennedy asked why are we not looking at connectivity now? He stated the asphalt trail on Davis Court right now heads up to Izaak Walton. In 10 or 20 years we do not know what will be there. He stated he recommends that they do not have a public hearing. He stated their needs to be full frontage improvements.

Vice-Chairman Clem stated he does not see a need for a public hearing.

Commissioner Hoovler stated he agrees to not having a public hearing. He stated he agrees with Commissioner Kennedy's statement regarding the need for full frontage improvements in the future.

Commissioner Bangert stated she does not want a public hearing, but does agree with the need for full frontage improvements.

Commissioner Dube stated no to a public hearing.

Chairman Vaughan asked for a motion to waive the public hearing.

Commissioner Dube moved to not have a public hearing.

Vice-Chair Clem seconded.

Motion carried, vote 7-0

Mr. Bill Chamberlin came forward and stated they could put money in escrow for future full frontage improvements. He stated he would like to wait to discuss the waiver of full frontage improvements at another meeting.

There was a brief discussion on the escrow account and the full frontage improvements.

Commissioner Clem stated he would like to see staff look into setting up an escrow account and look into the full frontage improvements.

Chairman Vaughan asked Delane Parks if staff would have a recommendation on the escrow being set up for the full frontage improvements at the next meeting.

Delane Parks stated yes.

Dulles Motor Cars Preliminary/Final Development Plan (action) John Johnson, Senior Planner

Mr. John Johnson came forward and gave a brief presentation on the above application.

Vice-Chairman Clem asked if a motion was in order.

Chairman Vaughan asked for a motion.

Vice Chairman Clem moved to recommend approval of the Dulles Motor Cars Parking Lot Preliminary/final Development Plan.

Commissioner Kennedy seconded.

Motion carried, vote 7-0

**Comprehensive Planning
Town Plan Status Report**

Mr. Phillips briefed the Planning Commission on the Town Plan. He stated Nancy Kitchens, Megan Gedney and Nick Colonna attended a VAPA conference in Richmond. He stated they also each attended a GIS class to get their mapping skills tuned up for making maps for the new plan. There was a memo included in the packet from Susan Swift.

Development Fees Mike Freda, Budget Officer

Mike Freda came forward and gave a brief presentation on upgrading the Planning, Zoning and Development Fees. He went over the fees with the Planning Commission.

Mr. Freda asked if any one had any questions.

Chairman Vaughan stated rather than raise taxes on the taxpayers, instead we should be getting revenue from the developers. He stated the recommendation that has been put forward by staff shows eight items that have been lowered.

Mr. Freda stated this is a full cost recovery for the Town of Leesburg. He stated this is the true cost of what it cost the Town.

Commissioner Werner asked if Maximus made a recommendation for full cost recovery?

Mr. Freda stated they did in most cases in plan review fees.

There was a discussion regarding the fees.

Vice-Chairman Clem stated he wants to wait until the public hearing at the next meeting. He stated he would like to hear from the engineering firms.

Mr. Freda stated they have been in contact with the engineering firms.

Commissioner Hoolver stated there is a big gap between what is recommended

Commissioner Kennedy stated there are three recommendations he stated this is too confusing. He stated his recommendation is to cut out the management recommendation. He wants staff to come to an agreement on the figures before bringing it to the Planning Commission.

There was more of a discussion regarding the fees for the homeowner's verses what we charge the developers.

APA National Convention

Mr. Lee Phillips along with Ms. Susan Swift both attended the American Planning Association conference in Denver, Colorado. Mr. Phillips gave a presentation on power point to the Planning Commission showing different sites of interest of Denver.

Adjournment of meeting

Vice-Chairman moved to adjourn the meeting.

Commissioner Kennedy seconded.

Meeting adjourned: 8:20

Cliff Vaughan, Chairman

Anne M. Eaton, Recording Clerk